

CHAPTER 2 – OPERATIONAL SPECIALTY RATINGS/PERFORMANCE STANDARDS

2-1. General. This chapter defines authorized CAP operational specialty ratings, qualification and training requirements, and minimum performance standards.

a. A CAPF 101, *Specialty Qualification Card*, or equivalent will not be issued to a member until the requirements specified in this regulation have been satisfied.

b. The training/qualification requirements of this chapter are the minimum required. Training should not stop with initial qualification since professional performance demands continuous training. Examples of continuation training programs available are: the AFRCC National SAR School Inland SAR Coordination Course, Federal Emergency Management Agency (FEMA) study courses, CAP and USAF training missions, National Association for Search And Rescue (NASAR) classes and training programs conducted by various state or local government agencies, etc.

c. Persons attaining a qualified status under this regulation who will be using CAP communications frequencies must obtain appropriate communications certification in accordance with CAPR 100-1, Volume I. Trainees do not need this certification when using these frequencies under the direction of a properly certified communicator.

d. Missions creditable toward training, qualification, and currency include:

1) Air Force authorized reimbursed missions.

2) Air Force authorized non-reimbursed missions.

3) Wing or unit training activities not designated as a USAF assigned mission. The wing commander or designee (normally a member of the wing emergency services staff) must approve missions of this type in advance to be sure that training objectives have been satisfactorily established to justify mission credit.

e. NHQ CAP/DOS must approve waivers of the specialty qualification training requirements specified in paragraph 2-3. Such waivers must be based on equivalent training received from other agencies and substantiated by appropriate documentation. Broad waivers for known equivalent training will be posted on the National Headquarters web site.

2-2. Documenting Specialty Qualifications. Authorization for CAP members to perform in an emergency services specialty is limited to personnel who have successfully completed the required training and satisfactorily demonstrated their ability to meet the performance standards for the particular specialty rating.

a. Personnel are authorized to train for the specialty rating qualifications listed in paragraph 2-3 by their unit commander (including approved emergency services school directors) except incident commander or agency liaison (see paragraph 2-2f). Training to qualify in a specialty is expected to be completed within 2 years. Members not completing training requirements within two years should expect to re-demonstrate expired portions of their training. All training must be certified as complete by a qualified evaluator. Qualified evaluators are:

1) Those who are current and qualified supervisors (see attachment 5), have completed emergency services Skills Evaluator Training (SET), and have been certified by their wing or region. Wing or region commanders or their designee(s) will be expected to note which qualifications an evaluator can certify. Wing and region commanders or their designee(s) should periodically review their evaluators and revoke privileges as appropriate. Personnel having completed the Emergency Services Curriculum Project (ESCP) Train-The-Trainer (TTT) prior to 16 August 2002 completed SET training, and need only be certified by their wing or region to continue evaluating training. SET is available online at: <https://ntc.cap.af.mil/es/tests.html> as well as through local courses administered by the region/wing operations and emergency services staff. Graduates of this program and their specific qualifications are tracked at the national level, and graduate status can be checked online in MIMS or

2) Mission check pilots as outlined in CAPR 60-1 for aircrew positions.

b. Trainees can still participate in training or actual missions as allowed on their CAPF 101 under qualified supervisors (see attachment 5). If the supervisor does not meet the requirements of paragraph 2-2a, the trainee WILL NOT receive credit for training towards qualification.

c. A current CAPF 101 reflecting the member's trainee status should be retained and used for continued participation in a trainee status pending the validation and approval of a new CAPF 101 showing addition of the appropriate specialty rating qualification.

d. The CAPF 101 card identifies specialties or functions in which CAP members are authorized to participate during operational missions as trainees or fully qualified staff. The wing commander or his designee(s) (except for the General ES Rating) initially approves a CAPF 101, *Specialty Qualification Card*, to personnel who satisfactorily complete all training and evaluation requirements specified for the requested specialty rating listed in this chapter. General ES 101 cards will be approved by the unit commander or his designee(s) upon completion of the requirements for the specialty. Copies of documentation are no longer required to be kept at the wing level except in special circumstances (see paragraph 1-4c). Specialty ratings on CAPF 101 generally remain valid through the last day of the 24th month from the date issued. Authority to approve the **initial** CAPF 101 in each specialty above General ES may not be delegated below wing level. Subsequent

CAPFs 101 will be approved at the unit level unless the wing commander limits this action via an approved supplement to this regulation. Exceptions: CAPFs 101 for incident commanders and agency liaisons must be approved at the wing level or higher.



e. Only members holding a current CAPF 101, *CAP Specialty Qualification Card* are authorized to participate in emergency services mission activities.

- 1) A current CAP membership card must accompany a current specialty qualification card.
- 2) Commanders will recall a specialty qualification card from CAP members assigned within their command for the following reasons:
 - a) Serious or willful violation of federal, state, local, or CAP regulations.
 - b) Committing actions or omissions that could bring discredit upon CAP while performing a CAP related function.

3) If the unit, wing, or region commander doubts a member's qualifications, that member will not be allowed to participate in operational mission activities in the questioned specialty until qualifications have been verified. Subordinate unit commanders should notify their next higher echelon to be sure that key personnel are aware of actions being taken.

4) Wings and regions may choose to utilize computer rosters using data from the MIMS in lieu of a CAPF 101 for validation of currency.

f. Authorization for experienced personnel to train for the incident commander or agency liaison specialty ratings is approved by the wing commander (or higher commander) in the MIMS. The wing (or higher commander) commander will renew the incident commander or agency liaison specialty rating. This will not be delegated to any other person.

g. Only personnel holding a valid CAPF 101 (or authorized on equivalent computer rosters noted above) containing the applicable specialty rating(s) may be assigned to perform duties on CAP operational missions. Individuals in training for a specialty rating may perform mission duties under the supervision of fully qualified personnel provided the trainee has a valid CAPF 101 containing the particular specialty area and is otherwise authorized to participate in the specific mission activity involved.

2-3. Specialty Rating Requirements and Performance Standards. For each specialty rating, Prerequisites must be completed prior to being approved to initiate training requirements to become qualified. Once trainees have met the Prerequisites, they will be required to complete familiarization and preparatory training for the specialty before serving in that position on actual or training missions under supervision. Familiarization and preparatory training is the minimum set of tasks that the member must master prior to acting as a supervised trainee on practice or actual missions. These tasks represent those skills that will keep the member safe and allow the member to function under supervision without jeopardizing the mission. This requirement avoids placing personnel not ready to perform certain jobs or those who work for them at risk. Once familiarization and preparatory training is completed, trainees must complete advanced training and participate satisfactorily in two missions before a CAPF 101 is approved and a member is considered "Qualified." Advanced training covers the remainder of the tasks required for specialty qualification. On actual missions, it is expected that these tasks could be accomplished by the trainee's supervisor or other fully trained members if they became critical. Because of this, trainees are allowed to learn these "on the job."

a. **General Emergency Services (GES).** To participate in emergency services training or operations, personnel must be current members having completed level one and cadet protection training (senior members) or achievement one (cadets). Individuals in temporary membership are not eligible for liability coverage under the FECA. Individuals in temporary membership status are eligible to accomplish academic training activities and observe mission base training and operations. They may not participate in any flight activities (including flight line activities) or ground team field activities. Other than these, there are no prerequisite requirements for GES. The General Emergency Services specialty rating is **required of all individuals qualifying in emergency services and will be completed prior to commencing training for any other specialty.** This training authorizes members to attend missions, observe activities and perform administrative and general operations support tasks under the direction of qualified staff personnel, essentially as a license to learn. Successful completion of the current CAPT 116, *General Emergency Services Questionnaire*, including correction to 100 percent qualifies the member in the General Emergency Services Specialty Rating. All personnel must also complete the introductory Incident Command System (ICS) portion of the exam if they have not done so previously or completed ICS 100 level training with CAP or another credible organization. To remain current in the GES specialty all current holders will complete new examinations within 180 days of issuance of a new examination. Personnel can complete the latest exam (in two parts or as one combined exam) online at: <https://ntc.cap.af.mil/es/tests.html>.



b. **Incident Commander (IC) – Level 1 (see note below).**

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for IC – Level 1:
 - a) Qualified Incident Commander – Level 2.
 - b) Qualified GES.
 - c) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/IC1.html>.

Note: There are a limited number of Level 1 ICs across the country. These personnel are normally the most experienced ICs and can be utilized on all events including those of national consequence.

c. Incident Commander (IC) – Level 2 (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for IC – Level 2:

- a) Qualified Incident Commander – Level 3.
- b) Qualified GES.
- c) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/IC2.html>.

Note: These are the senior ICs that will normally be utilized by wings and regions to coordinate large disaster response and extensive search operations.

d. Incident Commander (IC) – Level 3 (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for IC – Level 3:

- a) Qualified Planning Section Chief.
- b) At least 21 years of age.
- c) Qualified GES.
- d) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/IC3.html>.

Note: These are the new ICs that will normally be utilized to coordinate CAP's common missions like electronic searches for distress beacons, ramp checks, etc. They are not disqualified from coordinating other missions, but considerations should be given to their experience based on the mission request before assigning them.

e. Agency Liaison (AL) – Level 1 (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for AL – Level 1:

- a) Qualified Agency Liaison – Level 2.
- b) Qualified GES.
- c) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/AL1.html>.

Note: There are a limited number of Level 1 ALs across the country. These personnel are normally the most experienced ALs and can be utilized on all events including those of national consequence.

f. Agency Liaison (AL) – Level 2 (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for AL – Level 2:

- a) Qualified Incident Commander – Level 3.
- b) Qualified GES.
- c) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/AL2.html>.

Note: These are the senior ALs that will normally be utilized by wings and regions to coordinate large disaster response and extensive search operations.

g. Agency Liaison (AL) – Level 3 (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for AL – Level 3:

- a) Qualified Planning Section Chief.
- b) At least 21 years of age.
- c) Qualified GES.
- d) Wing or region commander's approval.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/AL3.html>.

Note: These are the new ALs that will normally be utilized to coordinate CAP's common missions like electronic searches for distress beacons, ramp checks, etc. They are not disqualified from coordinating other missions, but considerations should be given to their experience based on the mission request before assigning them.

h. Operations Section Chief (OSC).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for OSC:

a) Qualified Air Operations Branch Director or Ground Branch Director. Personnel applying based on qualification as an Air Operations Branch Director requirement must at one time been qualified as a ground team or Urban DF team member. Personnel applying based on qualification as a Ground Branch Director must also have been qualified as a mission scanner at one time.

- b) Qualified Planning Section Chief.
- c) At least 21 years of age.
- d) Qualified GES.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/OSC.html>.

i. Planning Section Chief (PSC).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for PSC:

a) Qualified Air Operations Branch Director or Ground Branch Director. Personnel applying based on qualification as an Air Operations Branch Director requirement must at one time been qualified as a ground team or Urban DF team member. Personnel applying based on qualification as a Ground Branch Director must also have been qualified as a mission scanner at one time.

- b) At least 21 years of age.
- c) Qualified GES.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/PSC.html>.

j. Logistics Section Chief (LSC).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for LSC:

- a) At least 18 years of age.
- b) Qualified GES.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/LSC.html>.

k. Finance/Administration Section Chief (FASC).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for FASC:

- a) At least 18 years of age.
- b) Qualified GES.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/FASC.html>.

l. Air Operations Branch Director (AOBD).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for AOBD:

- a) At least 18 years of age.
- b) Qualified SAR/DR Mission Pilot or Mission Observer (need not be current).
- c) Qualified GES.

- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/AOBD.html>.

m. Ground Branch Director (GBD).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for GBD:

- a) At least 18 years of age.
- b) Qualified Ground Team Leader or Urban DF Team Member (need not be current).
- c) Qualified GES.

2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/GBD.html>.

n. Search and Rescue (SAR)/Disaster Relief (DR) Mission Pilot (MP).

1) **Trainee Prerequisites.** Satisfy the following to begin training for MP:

- a) At least 18 years of age.
- b) Current and qualified CAP pilot in accordance with CAPR 60-1, with at least 175 hours pilot in command time including at least 50 hours of cross-country flying.
- c) Qualified Mission Scanner.
- d) Qualified GES.

2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MP.html>.

Note: To become a qualified SAR/DR Mission Pilot, the member must have at least 200 hours pilot in command time including at least 50 hours of cross-country flying.

o. Transport Mission Pilot (TMP). Satisfy the following for issuance of a CAPF 101 (a training card shall not be issued for this specialty) (see notes 1 and 2):

- 1) At least 18 years of age.
- 2) Current and qualified CAP pilot in accordance with CAPR 60-1, with at least 100 hours pilot in command time including at least 50 hours of cross-country flying.
- 3) Qualified GES.

NOTE 1: Personnel presently current and qualified as a SAR/DR Mission Pilot are automatically qualified as a Transport Mission Pilot.

NOTE 2: On authorized ES missions Transport Mission Pilots can only:

- Transport Emergency Services qualified CAP members required for an authorized mission
- Ferry aircraft required for an authorized ES mission
- Transport parts and equipment owned by CAP or a CAP member to a mission base or staging area
- Fly “high bird” communications sorties on an authorized ES mission

p. Mission Observer (MO).

1) **Trainee Prerequisites.** Satisfy the following to begin training for MO:

- a) At least 18 years of age.
- b) Qualified Mission Scanner.
- c) Qualified GES.

2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MO.html>.

q. Mission Scanner (MS).

1) **Trainee Prerequisites.** Satisfy the following to begin training for MS:

- a) At least 18 years of age.
- b) Qualified GES.

2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MS.html>.

r. Ground Team Leader (GTL).

1) **Trainee Prerequisites.** Satisfy the following to begin training for GTL:

- a) At least 18 years of age.
- b) Current and qualified ground team member, any level. Teams will be expected to operate to the level of the lowest supervised member.
- c) Qualified GES.
- d) Possess a current state driver’s license.

2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/GTL.html>.

s. Ground Team Member (GTM) – Level 1 (see notes below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for GTM – Level 1:
 - a) Qualified GES.
 - b) Qualified GTM – Level 2.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/GTM1.html>.

Note 1: Ground Team Members – Level 1 should be prepared to conduct all facets of ground team operations for at least 72 hours.

Note 2: Commanders or their designees should review ground team training records to determine if current personnel meet the requirements to be qualified in this specialty and approve qualifications in MIMS as appropriate.

t. Ground Team Member (GTM) – Level 2 (see notes below)

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for GTM – Level 2:
 - a) Qualified GES.
 - b) Qualified GTM – Level 3.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/GTM2.html>.

Note 1: Ground Team Members – Level 2 should be prepared to conduct limited ground team operations for up to 48 hours.

Note 2: Commanders or their designees should review ground team training records to determine if current personnel meet the requirements to be qualified in this specialty and approve qualifications in MIMS as appropriate.

u. Ground Team Member (GTM) – Level 3 (see notes below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for GTM – Level 3:
 - Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/GTM3.html>.

Note 1: Ground Team Members – Level 3 should be prepared to conduct basic ground team operations for up to 24 hours.

Note 2: All personnel qualified as a ground team member prior to issuance of this regulation are automatically qualified to this level.

v. Urban Direction Finding Team (UDF) (see note below).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for UDF (see note):
 - Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/UDF.html>.

Note: There is not a separate qualification for members and leaders on Urban Direction Finding Teams, but one member will be placed in charge, and operations must still meet the requirements for cadet protection and vehicle usage.

w. Information Officer (IO).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for IO:
 - a) At least 18 years of age.
 - b) Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/IO.html>.

x. Flight Line Supervisor (FLS).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for FLS:
 - a) At least 18 years of age.
 - b) Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/FLS.html>.

y. Flight Line Marshaller (FLM).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for FLM:
 - Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/FLM.html>.

z. Communications Unit Leader (CUL).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for CUL:
 - a) Complete Advanced Communications User Training.
 - b) Qualified Mission Radio Operator.
 - c) Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/CUL.html>.

aa. Mission Radio Operator (MRO).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for MRO:
 - a) Complete Basic Communications User Training.
 - b) Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MRO.html>.

bb. Mission Safety Officer (MSO).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for MSO:
 - a) Qualified GES.
 - b) At least 21 years of age.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MSO.html>.

cc. Liaison Officer (LO).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for LO:
 - a) Qualified GES.
 - b) At least 18 years of age.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/LO.html>.

dd. Mission Chaplain (MC).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for MC:
 - a) Qualified GES.
 - b) Complete CAP Chaplain's Course (221).
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MC.html>.

ee. Mission Staff Assistant (MSA).

- 1) **Trainee Prerequisites.** Satisfy the following to begin training for MSA:
 - Qualified GES.
- 2) **Qualified.** Complete all requirements listed at: <https://ntc.cap.af.mil/es/qualreq/MSA.html>.

ff. Air or Ground Radiological Monitor (ARM or GRM). Wings will conduct a risk assessment and request approval from NHQ CAP/DOS prior to training for or becoming qualified in this mission. Requests to participate in this mission will include: a detailed description of the mission, what training will occur, who will conduct the training, equipment to be used, and currency requirements. Wings should plan to track qualification status for these personnel in MIMS like all other specialties.

gg. Critical Incident Stress Team (CIST). Satisfy the following for issuance of a CAPF 101:


- 1) Qualified GES.
- 2) Current and qualified member or chief of a CAP CIST in accordance with CAPR 60-5.

2-4. Renewal Of Specialty Qualification.


a. Specialty qualifications generally expire 2 years from the date the qualification was attained. Some specialties have task requirements that expire sooner, while others have tasks that expire later.

b. To renew an expiring specialty qualification, the member must:

- 1) Be a current CAP member.
- 2) Have participated in at least one mission (actual or training) in the previous two years in each specialty (or interchangeable specialty) for which renewal is requested. A matrix of interchangeable specialties is included as attachment 4 to this regulation.

 3) Be evaluated on at least one mission (actual or training) every five years by a qualified evaluator as outlined in paragraph 2-2a in each specialty (or interchangeable specialty) for which renewal is requested. A matrix of interchangeable specialties is included as attachment 4 to this regulation. During the evaluation, candidates will be required to demonstrate their ability to perform and/or evaluate applicable tasks required to qualify in that specialty. CAPF 91 check rides will be considered equivalent to this evaluation for all aircrew positions; a separate evaluation is not required.

4) Have satisfactorily completed applicable parts (see paragraph 2-3a) of the current CAPT 116, *General Emergency Services Questionnaire*.

 5) Have satisfactorily completed the current CAPT 117, *Emergency Services Continuing Education Examinations*.
c. Members should periodically review their electronic records in the MIMS to be sure they will complete requirements to remain qualified in a specialty.

d. The wing commander (or higher commander) will renew the Incident Commander and Agency Liaison specialty ratings. As documentation will be required by the wing commander to renew these specialties, members must be prepared to send it at least 45 days prior to the expiration of these rating(s)

2-5. Re-qualification Procedures for Expired Specialties.

a. Individuals previously qualified in various specialty qualification areas may re-qualify without re-accomplishing all initial training requirements provided the specialty expired less than two years prior. This individual must demonstrate proficiency in the specialty by being evaluated by a qualified supervisor on at least one mission (training or actual) in each specialty (or interchangeable specialty as outlined in attachment 4), and satisfactorily completing applicable parts of the current CAPTs 116 and 117.

b. Specialty qualification cards expired for more than two years shall not be reissued until the individual re-accomplishes all initial training and qualification requirements.

c. The wing commander or his/her designee will approve re-qualifications.

2-6. Transfers From Other Wings. Specialty qualification ratings issued in one wing or region will normally be transferred to another wing (or region) without the need for the member to re-accomplish the entire initial training program for various specialty ratings.

a. The transferring member should contact the new wing (or higher unit) and provide copies of his or her emergency services records to the member's unit of assignment. When a member transfers to a new wing he or she may have to accomplish additional training to remain qualified based on approved supplements to this regulation in the new wing.

b. Wing commanders shall establish procedures to provide familiarization training regarding state/local procedures including local hazards for transferring members.

c. Personnel requesting transfer of IC and AL qualification may be required to demonstrate proficiency through participation in emergency services missions under the supervision of a qualified IC or AL from the new wing (or higher unit). IC and AL qualifications will not directly transfer from one wing to another. The new wing or higher unit of assignment must approve the transfer before it will be reflected in MIMS.

2-7. Documentation. The individual member is responsible to maintain copies of their qualifications. While units are required to maintain documentation and this source may prove trustworthy, over time the demands and changes of a volunteer force often lead to loss.

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Incident Commander 1

Prerequisite

Qualified Incident Commander 2

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of organization and staffing *

Demonstrate knowledge of organizing for incidents & events *

Demonstrate knowledge of incident resources management *

Demonstrate knowledge of air operations *

Demonstrate knowledge of incident and event planning *

Demonstrate knowledge of the responsibilities and issues of the command and general staff

Demonstrate knowledge of unified command

Demonstrate knowledge of major incident management

Demonstrate knowledge of area command

Demonstrate knowledge of multi-agency coordination

Advanced Training

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Incident Commander 2

Prerequisite

Qualified Incident Commander 3

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *
Demonstrate knowledge of organization and staffing
Demonstrate knowledge of organizing for incidents & events
Demonstrate knowledge of incident resources management
Demonstrate knowledge of air operations
Demonstrate knowledge of incident and event planning

Advanced Training

Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Incident Commander 3

Prerequisite

Qualified Planning Section Chief

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate ability to keep a log *

Demonstrate ability to select and establish a suitable Incident Command Post or staging area

Demonstrate the ability to select an incident staff *

Demonstrate ability to complete an ICS Form 201

Demonstrate ability to develop and approve an incident Action Plan (ICS Forms 202-206 with attachments)

Demonstrate ability to closeout a mission including completion of ICS Form 115

Complete Flight Release Officer training *

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Agency Liaison 1

Prerequisite

Qualified Incident Commander 2

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of organization and staffing *

Demonstrate knowledge of organizing for incidents & events *

Demonstrate knowledge of incident resources management *

Demonstrate knowledge of air operations *

Demonstrate knowledge of incident and event planning *

Demonstrate knowledge of the responsibilities and issues of the command and general staff

Demonstrate knowledge of unified command

Demonstrate knowledge of major incident management

Demonstrate knowledge of area command

Demonstrate knowledge of multi-agency coordination

Advanced Training

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Agency Liaison 2

Prerequisite

Qualified Incident Commander 3

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of organization and staffing

Demonstrate knowledge of organizing for incidents & events

Demonstrate knowledge of incident resources management

Demonstrate knowledge of air operations

Demonstrate knowledge of incident and event planning

Advanced Training

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

Draft

Draft

Agency Liaison 3

Prerequisite

Qualified Planning Section Chief

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate ability to keep a log *

Demonstrate the ability to select and establish a suitable staging area

Demonstrate the ability to select an incident staff *

Demonstrate ability to complete an ICS Form 201

Demonstrate ability to develop and approve an incident Action Plan (ICS Forms 202-206 with attachments)

Demonstrate ability to closeout a mission including completion of ICS Form 115

Complete Flight Release Officer training *

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

Demonstrate the ability to conduct a major incident briefing

Demonstrate the ability to coordinate with other agencies

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

Draft

Draft**Operations Section Chief****Prerequisite**

Qualified Air Operations Branch Director or Ground Branch Director
At least 21 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *
Demonstrate the ability to manage tactical operations
Demonstrate the development of the operations portion of the Incident Action Plan
Demonstrate the execution of the operations portion of the Incident Action Plan
Demonstrate requesting additional resources to support operations
Demonstrate releasing resources from active assignments
Complete Task L-0001 (Basic Communications Procedures for ES Operations) *
Complete Flight Release Officer Training *
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

Draft

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Planning Section Chief

Prerequisite

Qualified Operations Section Chief

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *

Demonstrate the collection and preparation of the Incident Action Plan *

Demonstrate conducting planning meetings

Demonstrate reassignment of mission personnel, including the ability to assemble and disassemble task forces and strike teams not assigned to operations

Demonstrate establishment of data collection systems like personnel tracking systems and weather systems

Demonstrate reporting, compiling and displaying of incident status information

Demonstrate preparation of the Demobilization Plan

Complete Task L-0001 (Basic Communications Procedures for ES Operations) *

Complete Flight Release Officer Training *

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Logistics Section Chief

Prerequisite

Qualified GES

At least 21 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *

Demonstrate the ability to request additional resources

Demonstrate the ability to develop the communications, medical and traffic plans for the overall Incident Action Plan

Complete Task L-0001 (Basic Communications Procedures for ES Operations) *

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Finance/Admin Section Chief

Prerequisite

Qualified GES

At least 21 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *

Demonstrate the ability to provide financial and cost analysis information as requested

Demonstrate the ability to develop an operating plan for the Finance/Administration Section

Demonstrate the ability to determine the need to setup and operate an incident commissary

Demonstrate the ability to keep and transmit as necessary all personnel and equipment time records to appropriate agencies

Demonstrate the ability to provide financial input to the demobilization plan

Demonstrate preparation of all obligation documents for the incident commander

Complete Task L-0001 (Basic Communications Procedures for ES Operations) *

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Air Operations Branch Director

Prerequisite

Qualified GES

Qualified SAR/DR Mission Pilot or Mission Observer (need not be current)

At least 18 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of the Air Operations Branch Director's responsibilities

Advanced Training

Demonstrate ability to coordinate with ground branch

Demonstrate the ability to monitor and forecast weather throughout the operating area

Demonstrate ability to establish briefing areas for crews

Demonstrate ability to prepare applicable portions of the CAPF 104

Demonstrate ability to complete a CAPF 107

Demonstrate ability to assign aircraft and crews

Demonstrate ability to brief aircrews for missions

Demonstrate ability to verify that aircrews are properly equipped

Demonstrate ability to monitor air operations

Manage radio operations for an air net

Demonstrate ability to update mission status boards

Demonstrate the ability to keep a log

Prepare an ICS Form 220

Demonstrate ability to process a clue

Demonstrate ability to locate or process and overdue aircraft

Complete Basic Communications User Training

Complete Flight Release Officer Training

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Ground Branch Director

Prerequisite

Qualified GES
Qualified General Emergency Services
Qualified Ground Team Leader (need not be current)
At least 18 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *
Demonstrate knowledge of the Ground Branch Director's responsibilities

Advanced Training

Demonstrate ability to coordinate with the Air operations branch
Demonstrate the ability to prepare ground team briefing packets
Demonstrate ability to establish briefing areas for teams
Demonstrate ability to prepare applicable portions of the CAPF 104
Demonstrate ability to complete a CAPF 109
Demonstrate ability to assign vehicles and ground teams or UDF teams
Demonstrate ability to brief teams for missions
Demonstrate ability to verify that teams are properly equipped
Demonstrate ability to monitor ground operations
Manage radio operations for an ground net
Demonstrate ability to update mission status boards
Demonstrate the ability to keep a log
Demonstrate ability to process a clue
Demonstrate ability to locate or process and overdue team
Complete Basic Communications User Training
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Pilot

Prerequisite

Qualified Mission Scanner

Current and qualified CAP pilot in accordance with CAPR 60-1, with at least 175 hours pilot in command time
including 50 hours of cross-country flying

At least 18 years of age

Familiarization and Preparatory Training

Complete Task P-0301 Discuss Mission Pilot Duties and Responsibilities
Complete Task P-0302 Discuss General CAP-Related Safety Requirements and Issues
Complete Task P-0303 Discuss the Types of Flights Performed by CAP Aircrews
Complete Task P-0304 Discuss Security Concerns and Procedures
Complete Task O-005 Describe how ELTs are Detected
Complete Task P-0306 Discuss Crew Resource Management
Complete Task O-2003 Grid Sectional Charts
Complete Task O-2015 Prepare for a Mission Sortie
Complete Task O-017 Demonstrate Air/Ground Team Coordination Techniques

Advanced Training

Complete Task O-001 Operate the Aircraft Audio Panel
Complete Task O-002 Operate the Aircraft FM Radio
Complete Task O-006 Operate the Aircraft DF
Complete Task O-007 Perform ELT Searches
Complete Task O-008 Locate and Silence an ELT on the Ground
Complete Task O-009 Plan and Perform a Route Search
Complete Task O-010 Plan and Perform a Parallel Search
Complete Task O-011 Plan and Perform a Creeping Line Search
Complete Task O-012 Plan and Perform an Expanding Square Search
Complete Task O-013 Plan and Command a CAP Flight
Complete Task O-014 Prepare for a Trip to a Remote Mission Base
Complete Task O-016 Complete a Mission Sortie
Complete CAPF 91 Check Ride
Complete Basic Communications User Training
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Observer

Prerequisite

Qualified Mission Scanner
At least 18 years of age

Familiarization and Preparatory Training

Complete Task P-001 Discuss Mission Observer Duties and Responsibilities
Complete Task P-002 Discuss the Dangers of Icing
Complete Task P-003 Discuss the Dangers of Reduced Visibility Conditions
Complete Task P-004 Discuss the Dangers of Wind and Thunderstorms
Complete Task P-005 Calculate Density Altitude
Complete Task P-006 Identify Controlled and Special Use Airspaces on a Sectional
Complete Task P-007 Discuss Crew Resource Management
Complete Task O-003 Use In-Flight Services
Complete Task O-006 Plot a Route on a Sectional Chart
Complete Task O-007 Grid Sectional Charts
Complete Task O-008 Use a POD Table
Complete Task O-009 Describe how ELTs are Detected
Complete Task O-017 Prepare for a Trip to a Remote Mission Base
Complete Task O-018 Prepare for a Mission Sortie
Complete Task O-020 Demonstrate Air/Ground Team Coordination Techniques

Advanced Training

Complete Task O-001 Operate the Aircraft Audio Panel
Complete Task O-002 Operate the Aircraft Radios
Complete Task O-004 Operate the VOR and DME
Complete Task O-005 Operate the GPS
Complete Task O-010 Operate the Aircraft DF
Complete Task O-011 Assist in ELT Searches
Complete Task O-012 Locate and Silence an ELT on the Ground
Complete Task O-013 Assist in Planning and Performing a Route Search
Complete Task O-014 Assist in Planning and Performing a Parallel Search
Complete Task O-015 Assist in Planning and Performing a Creeping Line Search
Complete Task O-016 Assist in Planning and Performing an Expanding Square Search
Complete Task O-019 Complete a Mission Sortie
Complete Basic Communications User Training
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Scanner

Prerequisite

Qualified GES

At least 18 years of age

Familiarization and Preparatory Training

Complete Task P-001 Discuss Mission Scanner Duties and Responsibilities
Complete Task P-002 Discuss CAP Liability Coverage and Mishap Reporting
Complete Task P-003 Enter Data into CAP Forms
Complete Task P-004 Identify and Discuss Major Aircraft Controls
Complete Task P-005 Identify and Discuss Major Aircraft Instruments
Complete Task P-006 Discuss Aircraft Weight and Balance
Complete Task P-007 Identify Items Checked During an Aircraft Pre-Flight Inspection
Complete Task P-008 Discuss the Dangers of Wake Turbulence
Complete Task P-009 Discuss how Atmospheric and Lighting Conditions Effect Scanning Effectiveness
Complete Task P-010 Identify Visual Clues and Wreckage Patterns
Complete Task P-011 Discuss how Reduced Visibility and Turbulence Effect Search Operations
Complete Task P-012 Discuss Strategies to Combat High Altitude Effects
Complete Task P-013 Discuss Common Search Terms
Complete Task P-014 Identify what to Look For and Record during Damage Assessment Missions
Complete Task P-015 Describe CAP Search Patterns
Complete Task P-016 Discuss the Fundamentals of Crew Resource Management
Complete Task O-001 Demonstrate Ground Operations Safety
Complete Task O-003 Demonstrate Post-Crash Actions
Complete Task O-005 Demonstrate Proper Number and Character Pronunciation
Complete Task O-006 Use Prowords and Code Words
Complete Task O-007 Interpret Emergency Signals and Demonstrate Air/Ground Team Coordination
Complete Task O-010 Demonstrate Use of Sectional Charts

Advanced Training

Complete Task O-002 Demonstrate Safety While Taxiing
Complete Task O-004 Operate the Aircraft Communications Equipment
Complete Task O-008 Demonstrate Scanning Patterns and Locate Targets
Complete Task O-009 Demonstrate Techniques to Reduce Fatigue
Complete Task O-011 Use a Sectional Chart and Map to Track and Record Position
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Ground Team Leader

Prerequisite

Qualified Ground Team Member (level 3, 2, or 1)
At least 18 years of age

Familiarization and Preparatory Training

Advanced Training

Complete Task O-0005 (Insect team members)
Complete Task O-0006 (Inspect team equipment)
Complete Task O-0007 (Direct team refit after sortie)
Complete Task O-0104 (Set up Shelter)
Complete Task O-0605 (Extinguish a small Fire)
Complete Task O-0301 (Determine Distress Beacon Bearing)
Complete Task O-0302 (Locate a Distress Beacon)
Complete Task O-0303 (Deactivate a distress beacon)
Complete Task O-0304 (Triangulate on a distress beacon signal)
Complete Task P-0201 (Sign-in team at mission)
Complete Task P-0202 (Plan and brief sortie)
Complete Task P-0203 (Navigate past an obstacle)
Complete Task O-0204 (Locate a point on a Map using Latitude and Longitude)
Complete Task O-0205 (Locate a point on a map using the CAP Grid System)
Complete Task O-0209 (Identify the major terrain features on a map)
Complete Task O-0210 (Identify topographic symbols on a map)
Complete Task O-0211 (Determine elevation on a map)
Complete Task O-0212 (Measure distance on a map)
Complete Task O-0213 (Convert between map and compass azimuths)
Complete Task O-0214 (Determine and plot an azimuth on a map)
Complete Task O-0215 (Determine azimuths on a map using two points)
Complete Task O-0216 (Orient a map to the ground using terrain association)
Complete Task O-0217 (Orient a map to north using a compass)
Complete Task O-0218 (Locate own position on a map using terrain association)
Complete Task O-0220 (Move from point to point in a vehicle using a map)
Complete Task O-0420 (Perform an Airfield Search (Ramp check))
Complete Task O-0421 (Direct team actions on locating a clue)
Complete Task O-0422 (Direct team actions on find)
Complete Task O-0802 (Plan and organize site surveillance)
Complete Task O-0803 (Supervise a site surveillance shift)
Complete Task O-0804 (Sign over a site)
Complete Task O-1001 (Direct team actions at meeting point)
Complete Task O-1002 (Establish a helicopter landing zone)
Complete Task O-1101 (Conduct Witness Interview)
Complete Task P-0101 (Keep a Team Log)
Complete Task P-0102 (Conduct a Phone Alert)

Complete Task P-0201 (Sign-in a Team at Mission Base)
Complete Task P-0202 (Plan and brief sortie)
Complete Task P-0203 (Conduct rehearsals)
Complete Task P-0204 (Conduct after action review)
Complete Task L-0101 (Inspect a vehicle)
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Draft

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Ground Team Member 1

Prerequisite

Complete requirements for GTM 2

Familiarization and Preparatory Training

Complete Basic First Aid Training

O-0701 Recognize and react to Air to Ground Signals

Advanced Training

O-0401 Work with Canine Search Teams

O-0420 Perform An Airfield Search (Ramp Check)

O-0703 Employ Ground to Air Signals

P-0101 Keep A Team Log

P-0102 Conduct A Phone Alert

P-0201 Sign-In Team At Mission

P-0202 Plan And Brief Sortie

P-0203 Conduct Rehearsals

P-0204 Conduct After Action Review

L-0101 Inspect a Vehicle

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Ground Team Member 2

Prerequisite

Complete requirements for GTM 3

Advanced Training

O-0104 Set up Shelter
O-0201 Use a Compass
O-0202 Measure Distance with Pace Count
O-0203 Navigate past an Obstacle
O-0204 Locate A Point On A Map Using Latitude And Longitude
O-0205 Locate A Point On A Map Using The Cap Grid System
O-0209 Identify The Major Terrain Features On A Map
O-0210 Identify Topographic Symbols On A Map
O-0211 Determine Elevation On Map
O-0212 Measure Distance On A Map
O-0213 Convert Between Map And Compass Azimuths
O-0214 Determine And Plot An Azimuth On A Map
O-0215 Determine Azimuths On A Map Using Two Points
O-0216 Orient A Map To The Ground Using Terrain Association
O-0217 Orient A Map To North Using A Compass
O-0218 Locate Own Position On A Map Using Terrain Association
O-0220 Move From Point To Point In A Vehicle Using A Map
O-0301 Determine Distress Beacon Bearing
O-0302 Locate a Distress Beacon
O-0303 Deactivate a Distress Beacon
O-0304 Triangulate on a Distress Beacon Signal
O-0403 Employ Scanning Techniques While on Foot
O-0404 Move as part of a Search Line
O-0405 Communicate to other members of a Search Line
O-0406 Use Whistle Signals
O-0407 Conduct Attraction Techniques
O-0408 Identify Aircraft Search Clues
O-0409 Identify Missing Person Search Clues
O-0410 Mark a Route
O-0411 Conduct Individual Actions on Locating a Clue
O-0412 Conduct Individual Actions on find
O-0413 Participate in Hasty Search
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Draft

Ground Team Member 3

Prerequisite

Qualified GES

Familiarization and Preparatory Training

O-0601 Conduct actions if Lost
O-0001 Prepare Individual Equipment
O-0002 Conduct Individual Refit
O-0003 Prevent and Treat Hot Weather Injuries
O-0004 Prevent and Treat Cold Weather Injuries
O-0101 Identify Natural Hazards
O-0102 Prevent and Treat Fatigue
O-0103 Conduct Field Sanitation and Hygiene
O-0902 Exercise Universal Precautions
O-0702 Use a Signal Mirror

Advanced Training

Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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UDF Team Member

Prerequisite

Qualified GES

Advanced Training

O-0301 Determine Distress Beacon Bearing

O-0302 Locate a Distress Beacon

O-0303 DEACTIVATE A DISTRESS BEACON

O-0304 TRIANGULATE ON A DISTRESS BEACON SIGNAL

O-0204 LOCATE A POINT ON A MAP USING LATITUDE AND LONGITUDE

O-0420 PERFORM AN AIRFIELD SEARCH (RAMP CHECK)

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Draft

Draft**Information Officer
Prerequisite**

Qualified GES
At least 18 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *
Demonstrate the ability to prepare an initial and follow-up news release
Demonstrate the ability to maintain a complete media contact list
Demonstrate the ability to coordinate visits of news media to mission sites
Complete Basic Communications User Training
Complete Task L-0001 (Basic Communications Procedures for ES Operations)
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Draft**Flight Line Supervisor****Prerequisite**

Qualified GES
Qualified flight line Marshall
At least 18 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *
Demonstrate knowledge of the flight line supervisor's responsibilities

Advanced Training

Demonstrate the ability to keep a log *
Demonstrate coordination of activities with local fixed base operators (FBO)
Demonstrate the ability to survey and airport for hazards, unique procedures and report them to the appropriate member of the mission staff
Demonstrate the ability to determine the best parking areas and taxi routes
Demonstrate the ability to identify parking areas and taxi routes on an airport map
Demonstrate the ability to brief the flight line marshaller's
Demonstrate the ability to supervise the flight line marshaller's
Demonstrate the ability to report takeoff and landing times of mission aircrews
Simulate demonstration of proper use of local, portable firefighting equipment
Demonstrate the ability to document fuel reimbursement
Demonstrate knowledge of aircraft startup and shutdown procedures
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Flight Line Marshaller

Prerequisite

Qualified GES

Familiarization and Preparatory Training

Demonstrate knowledge of the flight line marshaller's responsibilities
Demonstrate knowledge of requirements for vehicles on the flight line
Demonstrate knowledge of flight line safety considerations
Demonstrate knowledge of accident prevention

Advanced Training

Demonstrate the ability to marshall CAP aircraft
Demonstrate the proper ground safety observer techniques
Simulate demonstrating the ability to operate a fire extinguisher for an engine fire
Demonstrate the ability to fuel an aircraft
Demonstrate proper aircraft tie down procedures\
Demonstrate knowledge of flight line security
Complete basic First Aid Training or equivalent
Complete basic communications user training
Complete Task L-0001 (Basic Communications Procedures for ES Operations)
Complete the current continuing education examination for flight line marshaller's
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Comm Unit Leader

Prerequisite

Qualified Mission Radio Operator
Complete Advanced Communications User Training

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *
Demonstrate knowledge of the ICS Organization *
Demonstrate knowledge of incident facilities *
Demonstrate knowledge of incident resources *
Demonstrate knowledge common responsibilities in ICS *
Demonstrate knowledge of the communications unit leader's responsibilities

Advanced Training

Demonstrate the ability to keep a log *
Demonstrate the ability to setup communications equipment at mission base
Demonstrate the ability to prepare an emergency communications plan
Demonstrate the ability to handle an overdue radio check-in
Demonstrate the ability to run an emergency communications network
Demonstrate communications planning
Complete Task L-0001 (Basic Communications Procedures for ES Operations) *
Complete the appropriate section of the current CAP Test 117
Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Radio Operator

Prerequisite

Qualified GES
Complete Basic Communications User Training

Familiarization and Preparatory Training

Demonstrate knowledge of the mission radio operator's responsibilities

Advanced Training

Demonstrate the ability to keep a log
Complete Task L-0001 (Basic Communications Procedures for ES Operations)
Complete Task L-0002 (Perform Radio Operating Procedures)
Complete Task L-0003 (Employ appropriate radio frequencies and repeaters)
Complete Task L-0004 (Message Handling Procedures)
Complete Task L-0005 (Choose a good communications site)
Complete Task L-0006 (Take steps to regain communications)
Complete Task L-0007 (Conduct scheduled checks)
Complete Task L-0008 (Send a position report)
Complete Task L-0009 (Report a clue or Find)
Complete Task L-0010 (Communications Safety Procedures)
Complete the appropriate section of the current CAP Test 117
Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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Mission Safety Officer

Prerequisite

Qualified GES

At least 21 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *

Complete Task C-0002 (Mission Safety Inspection)

Complete Task C-0003 (Analyze safety of mission operations)

Complete Task C-0004 (Conduct Ground Team Safety Briefing)

Complete Task C-0005 (Conduct Aircrew Safety Briefing) Complete Task C-0006 (Reporting & Handling Mishaps involving CAP personnel)

Complete Task C-0007 (Preparing safety guidance for non-participants)

Complete Task C-0008 (Monitor crew rest, fatigue, and stress)

Complete Task P-1001 (Develop aircraft & ground operations safety plan)

Complete Task L-0101 (Inspect a vehicle)

Complete Task L-0102 (Inspect an aircraft)

Complete Basic Communications User Training

Complete Task L-0001 (Basic Communications Procedures for ES Operations)

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Liaison Officer

Prerequisite

Qualified GES

At least 18 years of age

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Advanced Training

Demonstrate the ability to keep a log *

Demonstrate the ability to coordinate external agency requests

Complete Basic Communications User Training

Complete Task L-0001 (Basic Communications Procedures for ES Operations)

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Chaplain

Prerequisite

Qualified GES

Satisfactory completion of the current CAP Chaplain's Course (221)

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of the role of the mission chaplain on SAR / DR missions, including crises ministry skills

Satisfactory completion of the current Chaplain's Helping Chaplains Course (221-A)

Advanced Training

Complete Basic Communications User Training

Complete Task L-0001 (Basic Communications Procedures for ES Operations)

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

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Mission Staff Assistant

Prerequisite

Qualified GES

Familiarization and Preparatory Training

Demonstrate knowledge of principles and features of ICS *

Demonstrate knowledge of the ICS Organization *

Demonstrate knowledge of incident facilities *

Demonstrate knowledge of incident resources *

Demonstrate knowledge common responsibilities in ICS *

Demonstrate knowledge of the mission staff assistant's responsibilities

Advanced Training

Demonstrate the ability to keep a log *

Demonstrate the ability to escort dignitaries and visitors at mission sites

Demonstrate the ability to process incoming resources for use on the mission

Demonstrate use of data collection systems like personnel tracking systems and weather systems

Demonstrate collection and updating of incident status information

Complete Task L-0101 (Inspect a vehicle)

Complete Task L-0102 (Inspect an aircraft)

Complete Basic Communications User Training

Complete Task L-0001 (Basic Communications Procedures for ES Operations)

Complete the appropriate section of the current CAP Test 117

Satisfactory Mission participation in at least 2 missions, actual or training

**** indicates tasks that can be completed by training in multiple specialties. It is only necessary to complete the task once, not for each specialty qualification.***

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